

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, DECEMBER 18, 2017 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those present at roll call were Mayor Trilla, Village Clerk Leroy Hansen, Trustees Sue Berglund, Umberto Davi, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: None

Also present were Village Attorney Michael R. Durkin, Village Administrator Timothy Halik, Chief Robert Pavelchik, Jr., Deputy Chief Robert Schaller, Director of Finance Carrie Dittman, Assistant to the Village Administrator Garrett Hummel, and Deputy Clerk Cindy Stuchl

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Mistele to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None presented.

5. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Regular Board Meeting - November 27, 2017 (APPROVE)
- c. Warrants - \$416,616.90 (APPROVE)
- d. Monthly Financial Report - November 30, 2017 (APPROVE)
- e. Resolution - A Resolution of the Village of Willowbrook Setting the 2018 Calendar Year Schedule of Regular Meetings of the Mayor and Board of Trustees and the Schedule of Regular Meetings of Commissions and Committees of the Village of Willowbrook, DuPage county, Illinois - Resolution No. 17-R-65 (ADOPT)

- f. Motion - Motion to Approve the Fiscal Year 2018/19 Budget Schedule (APPROVE)
- g. Motion - Motion to Approve - 75th Street Water Main Lining Project: Payout #1 - Partial Payment, Fer-Pal construction USA, LLC (APPROVE)
- h. Motion - Motion to approve an Application for a License to Hold a Raffle - Willowbrook/Burr Ridge Chamber of Commerce (APPROVE)

Mayor Trilla asked the Board if there were any items to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Berglund and seconded by Trustee Davi to approve the Omnibus Vote Agenda as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

NEW BUSINESS

6. MAYOR'S APPOINTMENTS TO COMMITTEES OF THE BOARD OF TRUSTEES FOR 2018 AND BEYOND

Mayor Trilla related that the following appointment changes have been made to Village Committees beginning in January 2018:

Finance and Administration Committee

Trustee Sue Berglund - Chairwoman
Trustee Michael Mistele

Municipal Services Committee

Trustee Paul Oggerino - Chairman
Trustee Terrence Kelly

Public Safety Committee

Trustee Gayle Neal - Chairwoman
Trustee Umberto Davi

7. RESOLUTION - A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT WITH BKD, LLP FOR AGREED UPON PROCEDURES FOR WILLOW POND PARK AS REQUIRED BY THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES (IDNR) IN ORDER TO OBTAIN OSLAD GRANT REIMBURSEMENT FOR COSTS RELATED TO THE PROJECT

Director Dittman related that the Willow Pond Park Project has been completed and we are in the process of preparing the final closeout documents to submit to IDNR for the OSLAD grant reimbursement. One of the requirements for reimbursement is that the costs must be reviewed by an independent CPA firm, similar to an audit, called Agreed Upon Procedures.

If the resolution is adopted, a report will be prepared and submitted to IDNR in the first week of January.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 17-R-66 as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

8. RESOLUTION - A RESOLUTION ACCEPTING A PROPOSAL AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT FOR THE INSTALLATION OF A HOLDING CELL AUDIO SYSTEM - ADVANCED WIRING SOLUTIONS

Deputy Chief Schaller advised that during the interior demolition of the police department, wiring for the existing holding cell audio system was removed. The new audio system will allow for the monitoring of the holding cells from two (2) designated areas within the building.

MOTION: Made by Trustee Davi and seconded by Trustee Mistele to adopt Resolution No. 17-R-67 as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

9. RESOLUTION - A RESOLUTION ACCEPTING A PROPOSAL AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE AN AGREEMENT FOR THE INSTALLATION OF A PANIC ALARM SYSTEM - MIDCO SYSTEMS, INC.

Assistant to the Village Administrator Hummel stated that also during the police department renovations, the wiring for the panic alarm system was removed. During discussions, it was determined that a panic alarm system should also be installed in the Village Hall building.

Quotes for the new panic alarm system include one hard wired button installation in the police department front office and one hard wired installation at the Village Hall reception desk, and three wireless remote fobs.

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino to adopt Resolution No. 17-R-68 as presented.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

10. MOTION - A MOTION TO APPROVE THE CALENDAR YEAR 2018 PAYMENT TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA) AND DISCUSSION OF THE DISTRIBUTION OF THE CREDIT AMOUNT TO ELIGIBLE EMPLOYEES

Assistant to the Village Administrator Hummel informed the Village Board that IRMA issues an annual premium notice in December to the Village based upon each member's revenues and claims experience. The Village experienced an excellent loss history during the past five years which enabled the Village to earn a credit for the 2018 calendar year. The estimated credit is \$30,914.

The Board annually considers approval of the annual premium to IRMA for continued liability insurance coverage. In addition, the Board's approval for the credit to be divided amongst the eligible employees as a safety incentive is required.

Assistant Hummel also reviewed the IRMA annual premium for calendar year 2018. The premium for this year is \$175,675, which is \$67,920 under budget.

MOTION: Made by Trustee Davi and seconded by Trustee Berglund to approve the 2018 payment to IRMA and distribution of the credit amount to eligible employees.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRIOR BUSINESS

11. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly thanked the Willowbrook Police Department and Trustee Berglund for his time spent as Chairman of the Public Safety Committee.

Trustee Mistele had no report.

Trustee Berglund advised that she had attended the Willowbrook Parks and Recreation Christmas Party held over the weekend. Approximately 150 children were in attendance and over 260 pounds of food donations was delivered to HCS Family Services.

Trustee Davi had no report.

Trustee Oggerino had no report.

12. ATTORNEY'S REPORT

Attorney Durkin had no report.

13. CLERK'S REPORT

Clerk Hansen had no report.

14. ADMINISTRATOR'S REPORT

Administrator Halik congratulated Deputy Clerk Stuchl on completing the three-year training program and becoming a Registered Municipal Clerk through the Municipal Clerks of Illinois.

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15. MAYOR'S REPORT

Mayor Trilla thanked the Village Board and Staff for their efforts throughout the year.

16. CLOSED SESSION

Mayor Trilla stated that there was no need for Closed Session during tonight's meeting.

17. ADJOURNMENT

MOTION: Made by Trustee Mistele and seconded by Trustee Oggerino, to adjourn the Regular Meeting at the hour of 6:55 p.m.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

January 8, 2018.

Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.